

 <p>Financial Assistance Award</p> <p>DENALI COMMISSION 510 L Street, Suite 410 Anchorage, Alaska 99501 (907) 271-1414 (phone) (907) 271-1415 (fax) www.denali.gov</p>		Award Number	01510-00		
		Award Title	Bulk Fuel Tank Farm Operations Capacity Building		
		Performance Period	December 1, 2016 through December 31, 2018		
Authority 112 Stat 1854		CFDA Number 90.100	Recipient Organization & Address Rural Alaska Fuel Services, Inc. 6000 C St Ste 201 Anchorage, AK 99518-1715		
Denali Commission Finance Officer Certification		Phone: 907-562-0285 Recipient DUNS # 142012702 TIN # 27-0074778			
Cost Share Distribution Table					
Accounting Code	New Funding		Prior Period Funding		Total
	Denali Commission	Other Contributors	Denali Commission	Other Contributors	
95670000	\$100,000.00		\$0.00		\$100,000.00
	\$0.00		\$0.00		\$0.00
	\$0.00		\$0.00		\$0.00
	\$0.00		\$0.00		\$0.00
	\$0.00		\$0.00		\$0.00
Rural Bulk Fuel Tank Operators		\$100,000.00		\$0.00	\$100,000.00
		\$0.00		\$0.00	\$0.00
		\$0.00		\$0.00	\$0.00
		\$0.00		\$0.00	\$0.00
		\$0.00		\$0.00	\$0.00
Total	\$100,000.00	\$100,000.00	\$0.00	\$0.00	\$200,000.00
This Financial Assistance Award approved by the Federal Co-Chair of the Denali Commission constitutes an obligation of federal funding.					
Signature of Authorized Official - Denali Commission Electronically Signed		Typed Name and Title Mr. Jay Farmwald Director of Programs		Date 11/16/2016	

AWARD ATTACHMENTS

Rural Alaska Fuel Services, Inc.

01510-00

1. Terms and Conditions
2. Attachment A
3. Budget

**Financial Assistance Award Terms and Conditions
Between the Denali Commission and Rural Alaska Fuel Services, Inc.
For Bulk Fuel Tank Farm Operations Capacity Building
Award No. 1510**

1. Project Summary

- a. Scope of Work: This award provides a 50% incentive match for rural Alaska tank farm operators who sign an annual contract for tank farm technical assistance with Rural Alaska Fuel Services, Inc. (RAFS).
- b. Deliverables:
 - Minimum of three (3) site visits by a RAFS technician to each tank farm that contracts for annual services
 - Miscellaneous administrative support for each tank farm that contracts for annual services
 - Final report summarizing outcomes of the incentive program
- c. Budget: The Commission is making \$100,000 available for the project via this Financial Assistance Award (FAA). This amount includes all direct, indirect, and pre-award costs (if any) authorized pursuant to 2 CFR 200.458. All Commission funding is intended to be used for the scope of work identified in this FAA only. Any funds remaining after the full scope of work has been completed shall be returned to the Denali Commission consistent with 2 CFR 200.319.
- d. Delivery Method: RAFS will use in-house tank farm technicians for the site visits. They will also use in-house staff for accounting support services.
- e. Performance Period: The Period of Performance for this FAA is December 1, 2016 through December 31, 2018. In accordance with 2 CFR 200.309 Recipients can only incur obligations or costs against this FAA during the Period of Performance, unless specifically authorized in the Special Provisions (Section 14 of this document). If a project cannot be completed within the approved Period of Performance, an extension request must be made in accordance with the Commission's Recipient Guidelines and Requirements (RGR) document dated July 2015, available at www.denali.gov.

More detailed information on scope, deliverables, budget, funding, project delivery method and/or management plan, schedule and key milestones are included in Attachment A dated November 2, 2016.

2. Project Reporting and Commission Site Visits

Progress reports and a close-out report are required under this FAA. Progress Reports shall be submitted at the frequency stipulated in the Special Provisions. The Closeout Report shall be completed within 90-days of the end of the Period of Performance. All reports must be submitted using the Denali Commission's on-line Project Database System, available at www.denali.gov/dcpdb.

Commission staff or agents of the Commission may make visits to the project site and/or home office to monitor progress during and/or after the Period of Performance. The Recipient shall coordinate and make information available as necessary to facilitate any such site visits.

Refer to the *Recipient Guidelines and Requirements* document for further information related to reports and site visits.

3. Payments

Payments under this FAA will be made in accordance with 2 CFR 200.305 by electronic transfer in response to a Standard Form 270 (SF-270) "Request for Advance or Reimbursement", submitted by the Recipient. At a minimum, all 270's must include summary cost information on labor, materials, contracts/consultants, and indirect costs. Detailed documentation is required for any single expenditure greater than \$50,000. If Pre-award Costs and/or Advance Payments are authorized under this FAA, the Special Provisions will indicate so. Requests for reimbursements may be made as needed. Refer to the *Recipient Guidelines and Requirements* document for further information about submitting SF-270's.

4. Modifications

In accordance with 2 CFR 200.308, the Recipient shall report deviations in project scope, budget, delivery method, management plan, schedule, or changed site conditions, and request prior approvals from the Program Manager. The Recipient shall also submit written requests to the Program Manager for the replacement of Key Staff identified in the Special Provisions. Refer to the *Recipient Guidelines and Requirements* document for further information about modifying a Financial Assistance Award.

5. Financial Management, Record Keeping, Internal Controls, and Audits

The Recipient must have financial management and record keeping systems that are consistent with 2 CFR 200.302. If the Recipient is a State organization, it must expend and account for FAA funds in accordance with applicable State laws and procedures for expending and accounting for the State's own funds.

The Recipient must establish and maintain effective internal controls with respect to this FAA that are consistent with 2 CFR 200.303.

In accordance with 2 CFR 200.501, Recipients that expend \$750,000 or more of federal funds in a year shall have a single or program-specific audit conducted for that year.

Refer to the *Recipient Guidelines and Requirements* document for further information about financial management, record keeping, internal controls and audits.

6. Direct and Indirect Costs

All direct costs must be allowable and reasonable. Indirect costs must be allocable based on accepted accounting policies and practices. Indirect costs must be specifically included as a line item or identified with appropriate notes in the approved FAA budget. Refer to 2 CFR 200 Subpart E (Cost Principles) and the *Recipient Guidelines and Requirements* document for further information on direct and indirect costs.

7. Sub-Awards and Contracts

All sub-awards and contracts issued by the Recipient under this FAA must comply with 2 CFR 200.331 and Appendix II to 2 CFR 200. Refer to the *Recipient Guidelines and Requirements* document for further information on this subject.

8. Acknowledgement of Support

The Recipient shall name the Denali Commission as a financial contributor and project/program partner in all media correspondence related to the work supported by this FAA. If Commission funds are used for construction, the Recipient shall also display a sign at the construction site that acknowledges the Commission's support. Refer to the *Recipient Guidelines and Requirements* document for further information on this subject.

9. Real and Personal Property

In accordance with 2 CFR 200.311, 313, and 316 the Denali Commission may require the Recipient to execute a security interest or other public notice of record to indicate that real or personal property acquired or improved, in whole or in part, with Federal funds is subject to a Federal interest. Any such requirements under this FAA, including post project reporting in accordance with 2 CFR 200.329, will be stipulated in the Special Provisions.

10. Conflict of Interest

In accordance with 2 CFR 200.112, the Recipient must disclose in writing any potential conflicts of interest to the Commission. In addition, 2 CFR 200.318 requires that Recipients maintain written standards of conduct covering conflicts of interest and governing the performance of their employees engaged in the selection, award, and administration of contracts. Refer to the *Recipient Guidelines and Requirements* document for further information on this subject.

11. Denali Commission Policies

Recipients may be required to comply with certain published Denali Commission policies. Any such requirements under this FAA will be stipulated in the Special Provisions. Refer to the *Recipient Guidelines and Requirements* document for further information on individual policies.

12. Laws and Regulations

Recipients are required to comply with all applicable Federal laws and regulations. General categories of potentially applicable laws and regulations are summarized below. Refer to the *Recipient Guidelines and Requirements* document for further information on specific laws and regulations that may apply.

- a. Debarment and Suspension
- b. Whistle-blower Protection
- c. Non-Discrimination
- d. Lobbying and Propaganda
- e. Environmental
- f. Drug-Free Workplace
- g. Travel
- h. Human Rights
- i. Animal Welfare
- j. Executive Compensation

13. Other Provisions

- a. The United States expressly disclaims any and all responsibility or liability to the Recipient or sub-recipients for the actions of the Recipient or sub-recipients resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this FAA, including sub-awards, contracts, or sub-contracts issued in connection with this FAA.
- b. To the maximum extent practicable, considering applicable laws, the Recipient shall accomplish the project contemplated by this FAA using local Alaska firms and labor.
- c. All terms and conditions contained in this FAA apply to any sub-recipient under this FAA.

- d. Failure to comply with the provisions of this FAA or maintain satisfactory performance may result in additional FAA conditions pursuant to 2 CFR 207. This includes but is not limited to: temporarily withholding of payments pending the correction of the deficiency; disallowance of project costs; wholly or partially suspending or terminating the FAA. In addition, failure to comply with the provisions of this FAA may also have a negative impact on the Recipient's eligibility for future Federal awards.

14. Special Provisions

Progress Reports: Quarterly; the first reporting period is December 1, 2016 to March 31, 2017.

Pre-award Costs: n/a

Key Staff: Del Conrad

Advance Payments: n/a

Federal Property Interests and Reporting Requirements: n/a

Denali Commission Policies: n/a

Bonds and Insurance: n/a

15. Program Manager, Financial Manager & Other Contact Information

Denali Commission	Rural Alaska Fuel Services
Tom Wolf Program Manager 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-1414 Fax: 907-271-1415 E-mail: twolf@denali.gov	Del Conrad CEO 6000 C St., #201 Anchorage, AK 99518 Phone: 907-562-0285 Fax: 907-562-0435 Email: dconrad@rafs.net
Janet Davis Grants Management Officer 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-3036 Fax: 907-271-1415 E-mail: jdavis@denali.gov	Carolynn Sanders Contract Administrator 6000 C St., #201 Anchorage, AK 99518 Phone: 907-562-0285 Fax: 907-562-0435 Email: carolynn@rafs.net

**Financial Assistance Award Terms and Conditions - Attachment A
Between the Denali Commission and Rural Alaska Fuel Services, Inc. (RAFS)
For Bulk Fuel Tank Farm Operations Capacity Building
Award No. 1510**

- a. Scope of Work: This award provides a 50% funding match incentive for rural Alaska tank farm operators who sign an annual contract for tank farm operations training, assistance with regulatory compliance, assistance with tank farm maintenance, pipeline pressure testing, pricing and budgeting (if requested), tank farm inspections, and reports of deficiencies. RAFS will encourage tank farm operators who receive the incentive funding to take advantage of other Denali Commission funded programs including establishing an Infrastructure R&R account with the Alaska Community Foundation, requesting an administrative capacity evaluation from the Department of Community and Regional Affairs (DCRA), and participating in AVTEC bulk fuel operator training.
- b. Deliverables:
 - A minimum of three (3) site visits by a RAFS technicians to each tank farm contracting for annual services.
 - A final report detailing the entire project and outcomes of the incentive program.
- c. Budget: See attached Budget and Funding Summary dated November 2, 2016. The Budget and Funding summary details the estimated level of effort required to provide the contracted services. The contracts are priced at \$0.10 per gallon of tank farm capacity. The minimum contract price is \$10,000. The Commission is making \$100,000 available through this Financial Assistance Award.
- d. Delivery Method: RAFS will send in-house tank farm technicians to each tank farm operator under contract through this incentive program a minimum of three times per year to perform inspections, operator training, and to perform other services as provided for in the contract.
- e. Schedule: The Period of Performance for this FAA is December 1, 2016 through December 31, 2018. Tank farm capacity services will be provided to the tank farm operator for one year following contract signing.

Attachment A
RAFS Bulk Fuel Tank Farm Operations Capacity Building
Budget and Funding Summary
Award #1510

2 November 2016

BUDGET			
<i>Line</i>	Item	Amount	Basis/Notes
1	Office	\$34,560	12 months @ 48 hours/month @ \$60/hr burdened labor rate.
2	Site Visits	\$60,900	870 hours in the field @ \$70/hr burdened labor rate.
3	Technician Travel	\$90,000	10 total contracts @ 3 trips/contract @ \$3,000 per trip
4	Indirect Costs	\$18,546	10% of lines 1 - 3; de-minimus rate per 2 CFR 200.414
5	Total	\$204,006	
5	Rounded	\$200,000	
Additional Notes <i>a. Preliminary budgetary estimates are based on the assumption that there will be 10 contracts executed with an average contract amount of \$ 20,000</i> <i>b. RAFS does not have a federally negotiated indirect rate; use the 10% de-minimus rate in 2 CFR 200.414</i>			
FUNDING			
<i>Line</i>	Source	Amount	Notes
6	Denali Commission	\$100,000	Initial Award
7	Rural Bulk Fuel Tank Operators Match	\$100,000	
8	Total	\$200,000	